



VISAYAS STATE UNIVERSITY

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Office of the President

5 January 2009

MEMORANDUM NO. 04

Series of 2009

T O: Dr. Editha G. Cagasan

R E: Designation as Head, Department of Development Communication

By virtue of the authority vested in me by the VSU Board of Regents, you are hereby designated Head of the Department of Development Communication effective January 1, 2009 until December 31, 2009 or unless sooner revoked or terminated by higher authorities.

As Head, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.


JOSE L. BACUSMO
President

cc: OVPPRG
OVPAA
OVPAF
OVPRE
OUS
Deans
Directors
HRMDO
DDC
ODF/Budget
ODA
COA
Cash
Accounting
Records
File